

TxDOT:				Federal Highway Administration:	
CCSJ #	0921-02-531	AFA ID	Z00010145	CFDA No.	20.205
AFA CSJs	0921-02-531			CFDA Title	Highway Planning and Construction
District #	PHR-21	Code Chart 64#	28500		
Project Name	Mission TA Assessment			AFA Not Used For Research & Development	

ATTACHMENT A SCOPE OF WORK

Purpose - The City Of Mission seeks to develop its first comprehensive assessment and plan for transportation alternative projects within the City of Mission limits. The project seeks to identify effective and efficient alternative transportation means for immediate future development. This will allow non-motorized travelers the opportunity to travel safely, which will drastically reduce non-motorized crashes in comparison to historically high rates. Identified opportunities will allow development of non-motorized modes of transportation and have positive multi-generational effects on the communities physical and mental well-being.

Project Area - The assessment and plan will be conducted within the City of Mission Limits.

Timeline and Deliverables – The period of time during which the task will be performed and due dates of the deliverables will be discussed and determined with consultant once selected. Below is a rough timeline.

A. Pre-Bid Documentation- 2 Months

- i. Develop and evaluate scope of work
- ii. City council approval to solicit
- iii. Create and solicit RFP/RFQ
- iv. Pre-bid meeting invitation
- v. Pre-bid meeting
- vi. Bid opening

B. Post-Bid: 1 Month

- i. Distribute evaluations
- ii. Receive evaluations
- iii. Pre-award meeting evaluation
- iv. Pre-award meeting
- v. City council approval to award

C. Notice of Award and Contract: 1 Month

- i. Verification of regulatory requirements
- ii. Schedule pre-design meeting
- iii. Notice to proceed

D. Engineering Design & BCA- 5 Months

- i. Data collection
- ii. Develop & review draft of final design
- iii. Develop & review draft of BCA
- iv. Recommendations for construction

E. Activity Completion: 1 Month

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- i. Present final design & assessment to city council
- ii. Adopt final design
- iii. Adopt final BCA

F. Contract Closeout: 2 Months

- i. Finalize reporting requirements
- ii. Submit all final reports

Existing Conditions Analysis - Data will be collected and used to conduct a traffic pedestrian and bike crash analysis to provide a picture of problem areas or intersections within the City. All of this effort will be part of the needs assessment and documented in the Existing Conditions Report.

Stakeholder Engagement - We anticipate the consultant utilizing a citizen advisory group to guide the effort and represent prominent stakeholders from the community. Consultant will also engage with focus groups such as senior citizens, or a social cycling club.

Recommendations - The conceptual bike and pedestrian recommendations will include mapping, renderings, exhibits and typical sections representing different walking and biking options.

Finally, the plan will include implementation strategies. This plan will prioritize projects into short term, midterm and long-term projects with cost estimates, and possible funding sources. This will allow City staff to incorporate these projects into the capital improvement project program.

Agreement to adopt the completed planning document – Through City Council resolution, the City of Mission expects to adopt the Comprehensive Assessment and plans for transportation alternative projects within the City of Mission limits.